

Highlights

- ✓ A fee increase for all five diversion programs will be implemented in 2003.
- ✓ The new integrated public safety software and imaging technology will enhance the efficiency of the Law department staff.
- ✓ The Adopted budget includes the elimination of one professional staff and two support staff.

Law Department exists to provide high quality legal services and guidance to the City Council, City Manager, departments, boards, agencies, utilities and commissions of the City.

Overview

The Law Department has three main functions: provide legal counsel for City Council and City staff, provide legal representation for the City and prosecute cases in Municipal Court. A staff of 16 attorneys and seven support staff accomplish the activities. Staff is divided into prosecutorial and civil legal sections. The Department is financed solely from the General Fund with the exception of 100 percent of a Senior Attorney's salary, whose primary responsibility is to assist with bond issues related to economic development and pension matters. Also the Community Service Worker who is provided by the Wichita Bar Association for the summer intern position. The department is financed solely from the General fund with the exception of a Senior Attorney's salary, whose primary responsibility is to assist with bond issues related to economic development and pension matters.

Finance and Operations

Civil legal staff performs a variety of roles: providing legal advice, drafting and reviewing contracts, rendering legal opinions and conducting litigation for the City.

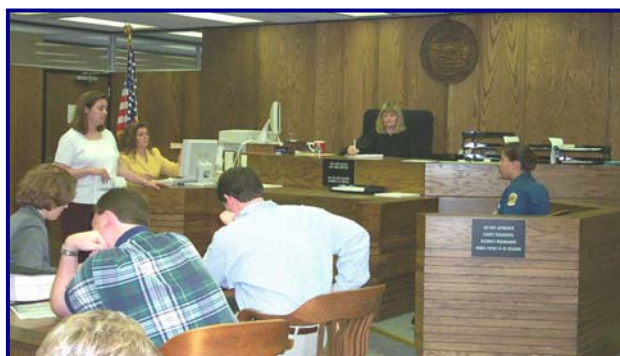
A significant role of the Law Department is to represent the City in civil legal actions, including labor, utility franchise, and environmental disputes and negotiations. Law staff also provides legal advice to the City Council, City departments and boards. A staff of eight attorneys focuses on handling the diverse requests including:

- Drafting and reviewing proposed contracts
- Resolutions and ordinances
- Defending the City in tort claims
- Rendering legal opinions
- Assisting with the City's legislative program

All claims filed against the City are processed by the Law Department. The review ascertains the relative merits of the claims, and staff attempts to settle claims when appropriate. Claim costs are funded from the Self Insurance Fund, a component of the Finance Department.

Another core function is prosecuting offenders in Municipal Court while maintaining "walk-in" hours to assist citizens. A staff of six attorneys and a prosecution supervisor provide the service and are supported by two clerical positions.

Based on the current docket structure, prosecutors represent the City on 33 Municipal Court dockets and maintain office hours to assist citizens on a walk-in basis. In addition, prosecutors engage in case review prior to the beginning of the dockets. Staff also represents the City in Municipal Court appeals.



Selected Service Level Measures

	2000	2001	2002	2003	2004
Cases set for trial	34,640	35,083	35,217	35,873	35,873
Hours per appeal	3.28	3.32	2.84	3.15	3.00
Number of appeals	324	323	395	300	300

Selected Service Level Measures

	2000	2001	2002	2003	2004
Legal opinions rendered	419	459	553	477	477
Revenue bond issues closed	11	18	10	13	13
Ordinances reviewed	491	389	315	398	398
Contracts reviewed	1,026	929	1,546	1,167	1167
Hours/ordinance reviewed	1.29	1.34	0.86	1.16	1.16
Hours/contract reviewed	0.78	0.79	0.38	0.65	0.65

Selected Service Level Measures - Diversion

	2000	2001	2002	2003	2004
DUI diversions accepted	727	625	533	628	628
Petit theft diversions accepted	328	468	325	374	374
Speeding diversions accepted	323	308	978	536	536
Drug diversions accepted	379	445	300	375	375
DV diversions accepted	471	375	397	414	414

A diversion coordinator, housed in the prosecution section, administers the City's diversion and deferred judgment programs. The programs are available for eligible first time offenders and offenses that include speeding, petit larceny, certain drug offenses, DUI and domestic violence. In every diversion case, program fees and fines are assessed to finance all program costs. In 2003 Law department proposes fees increase for all five diversion programs and add an application fee to two out of five programs.

The Law Department also has oversight of the Victim Rights Center. The Center provides notice, as required by Kansas Law, to crime victims of certain court proceedings, which include, but are not limited to, plea hearings, continuances, trials, sentencing, sentence modifications, probation violation hearings and appeals. The replacement of the antiquated

Public Safety System has been implemented in 2003. It is utilized in conjunction with Police and Municipal Court. The new computer system will eventually encompass utilization of bar code and drivers' license scanning, imaging and Internet technology. The Integrated Public Safety System (IPSS) will offer a centralized information system for Police, Prosecution, and Court. An imaging component of the public safety system will allow multiple users to simultaneously access single case files; significantly reduce storage and filing problems; and facilitate case review and preparation functions. Imaging will provide desktop viewing of case documents once the documents have been entered into the system, eliminating the task of filing and re-filing case files.

The new drug court software program has also been implemented. The software will consolidate defendants' information, providing the drug court team one centralized access point for defendant data.

The Federal District Court made a decision to implement electronic filing for all federal cases effective in May 2003. Law department took immediately action and implemented the paperless system that provides electronic filing access to attorneys. The 2003 Revised budget also includes the elimination of two support staff and one professional staff due to budget constraints.

Law Department Budget Summary

	2002 Actual	2003 Adopted	2003 Revised	2004 Adopted	2005 Approved
Personal Services	1,557,122	1,621,680	1,563,520	1,564,750	1,584,990
Contractual Services	238,990	253,450	225,730	220,290	220,290
Commodities	5,537	7,010	7,030	6,870	6,870
Capital Outlay	0	0	0	0	0
Other	0	0	0	0	0
Total Local Expenditures	1,801,649	1,882,140	1,796,280	1,791,910	1,812,150
General Fund	1,801,649	1,882,140	1,796,280	1,791,910	1,812,150
Total full-time positions	25	25	23	23	23
Total part-time positions	2	1	1	1	1
Total FTE positions	25.50	25.25	23.25	23.25	23.25